



COUNTY OF LOS ANGELES

Public Health

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April 16, 2013

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

**SUBJECT: NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO EXECUTE
AN AGREEMENT WITH THE UNIVERSITY OF WASHINGTON EFFECTIVE
UPON EXECUTION THROUGH AUGUST 9, 2013 FOR THE EMERGENCY
PREPAREDNESS AND RESPONSE PROGRAM**

This is to notify you that I am exercising the delegated authority approved by your Board on July 26, 2011, to select providers, negotiate, and execute new service agreements related to public health emergency preparedness and response, with contract maximum obligations not to exceed \$500,000 per service agreement, not to exceed a twelve month term, 100 percent funded by the Centers for Disease Control and Prevention (CDC), subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office (CEO).

Under this authority, I will execute a sole source agreement with the University of Washington (UW) in the amount of \$113,324, effective upon execution through August 9, 2013, 100 percent offset by CDC Notice of Award Number 2U90TP917012-11 to enhance preparedness efforts, improve responses in the face of emergencies, and enhance recovery efforts.

The Northwest Center for Public Health Practice (NWCPHP) of the UW School of Public Health promotes excellence in public health practice by linking academia and the community. NWCPHP provides training, research, and communication strategy guidance for state, local and tribal public health jurisdictions, focusing on emergency preparedness communication, and has developed nationally recognized training and assessment methodologies. The NWCPHP houses the Northwest Preparedness & Emergency Response Research Center, which is one of nine CDC funded Preparedness & Emergency Response Research Centers across the country; this center is the only one focused on emergency communications and researches how messages are communicated before, during, and after emergencies, with the goal of building evidence-based strategies to improve preparedness and emergency response. Currently, there are no California based academic public health resources with this technical expertise.

Under this agreement, the NWCPHP will: 1) develop an interview instrument and conduct sixty individual one-hour interviews with Spanish language medical interpreters to better understand their relationship with Latino communities and their ability to communicate important health and preparedness information; and 2) provide a preliminary report on information flow, social networks, potential preparedness communication roles, and initial program development strategies for utilizing medical interpreters during a public health emergency or disaster to communicate with Low English Proficiency (LEP) Latinos in Los Angeles County. The project will build upon and complement a prior project in which NWCPHP designed and implemented an evaluation of the Department of Public Health Emergency Preparedness and Response Program's training needs regarding LEP populations and emergency preparedness, the emergency preparedness activities of staff, communication with LEP populations, training preferences, and access to training technologies. This collaborative learning project will result in strategies to communicate important public health and preparedness information to improve and amplify the overall community disaster resilience of LEP Latino communities including community preparedness and recovery as outlined in the CDC's 2011 Public Health Preparedness Capabilities.

During the negotiation of this Agreement, UW required numerous changes to certain provisions of the agreement including, but not limited to, Indemnification and Ownership of Materials, Software, and Copyright (Exhibit I). These changes were reviewed by CEO Risk Management, as applicable. County Counsel has reviewed and approved the agreement as to use and this delegated authority action.

The attached sole source checklist (Attachment A) has been approved and signed by the CEO.

If you have any questions or require additional information, please let me know.

JEF:fs
#02471

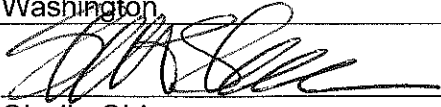
Attachments (2)

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

UNIVERSITY OF WASHINGTON
CONTRACT REVISIONS APPROVED BY COUNTY COUNSEL

BODY OF THE CONTRACT	CHANGES
Confidentiality	Paragraph B Modified. Replaced "counsel selected by Contractor and approved by County" with "the Attorney General of the State of Washington".
County Employees' Right of First Refusal and Contractor's Offers of Employment	Deleted. Work to be conducted in Washington.
Indemnification	Modified to include a mirror indemnification.
EXHIBITS	
J - Contractor's Transfer of Copyright	Deleted.
ADDITIONAL PROVISIONS	
Consideration of Hiring Gain/Grow Program Participants	Deleted. UW operates out of State.
Contractor's Acknowledgement of County's Commitment to the Safely Surrendered Baby Law	Deleted. Contractor's offices not in LA County.
Fiscal Disclosure	Deleted. UW is State of Washington Institution of Higher Education.
Notice to Employees Regarding the Safely Surrendered Baby Law	Deleted. Contractor's offices not in LA County.
Publicity	Modified to permit Contractor to make scholarly disclosures as a result of the project, as well as make appropriate acknowledgement of in any publication of County's support.
Reports	Modified to fit responsibilities in Scope of Work.
Termination for Convenience	Modified to include mutual termination.
Ownership of Materials, Software and Copyright	Modified; however, ownership of the deliverables will remain under County property.

SOLE SOURCE CHECKLIST
University of Washington, Northwest Center for Public Health Practice

Check (✓)	JUSTIFICATION FOR SOLE SOURCE PROCUREMENT OF SERVICES <i>Identify applicable justification and provide documentation for each checked item.</i>
	➤ Only one bona fide source for the service exists; performance and price competition are not available.
	➤ Quick action is required (emergency situation)
	➤ Proposals have been solicited but no satisfactory proposals were received.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Maintenance service agreements exist on equipment which must be serviced by the authorized manufacturer's service representatives.
	➤ It is most cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is the best interest of the County (e.g., administrative cost savings, too long a learning curve for a new service provider, etc.).
✓	<p>Other reason. Please explain: The University of Washington houses one of nine CDC funded Preparedness & Emergency Response Research Centers across the country, and is the only one focused on emergency communications. This center researches how messages are communicated before, during, and after emergencies, with the goal of building evidence-based strategies to improve preparedness and emergency response. Currently, there are no California based academic public health resources in this technical area. This project will identify the role of Spanish speaking medical interpreters and school staff to communicate health, emergency and disaster information to Latinos with Low-English Proficiency (LEP). Through this project, the University of Washington will conduct interviews and provide a preliminary report on information flow, social networks, potential health role, and initial program development strategies for utilizing medical interpreters and school staff during a public health emergency or disaster, to communicate with (LEP) Latinos in Los Angeles, California and Kings County, Washington.</p>
	<div style="display: flex; justify-content: space-between;"> <div>  Sheila Shima Deputy Chief Executive Officer, CEO </div> <div> <u>4/8/13</u> Date </div> </div>